



Job Title: Drop-in Youth Programmer

ORGANIZATIONAL STRUCTURE

This Position reports directly to the Drop-in Program Manager. The incumbent will be responsible for youth engagement, program planning & development and supervision.

Position Details

Start/End Date: 37.5hr/week.

Wage Range: \$20-\$23/hr

Position Location: Whitehorse, YT

Position schedule: Tuesday-Saturdays from 1:30pm-9:30pm daily.

Position Supervisor: This position reports directly to the BGC Yukon Drop-in Program Manager

JOB DESCRIPTION

BGC Yukon is looking for an energetic, dedicated person to work as a Youth Programmer in our Drop In Centre program. This position would entail providing supervision, education, safety, and leadership to youth 12-18 years of age. The Drop In Centre is a successful, after-school and evening program for youth that is delivered at our downtown facility. The program offers academic support, an employment centre, recreation, music, community building opportunities, culinary program, a daily fresh from scratch snack and meal, and more. We are looking for folks committed to supporting our next generation in finding their best selves and their own positive view of their future. We work in an inclusive, rewarding, and fun 'family feel' environment. We accept all people as they are and adhere to our core program values of belonging, respect, encouragement & support, working together, and speaking out.

Youth Programmers take an active leadership role in planning and participating in program preparation, delivery, paperwork, and food preparation/culinary education. The Drop In Programmers are expected to manage group dynamics in the Drop In Centre, liaise with community members, and foster healthy and fun relationships with teens.

Youth Programmers are expected to be able to:

- Plan, design, and facilitate programming appropriate for teens ages 12-18 and 19-25 years
- Ensure a safe and supportive environment
- Prepare and manage attendance lists
- Keep and manage an inventory of program supplies
- Liaise with community members



- Care for and maintain the Drop In Centre on a nightly basis
- Prepare nightly snacks and meals in appropriate amounts based on attendance trends
- Support at selected BGCY fundraising events

QUALIFICATIONS:

Youth Programmer position requires a strong background in youth work as well as the following certifications:

- Standard First Aid and CPR-C
- Foodsafe Level 1
- Vulnerable Sector Criminal Record check
- Valid Class 4 Driver's License (asset)

ACCOMODATION AND TRANSPORTATION

Please note BGCY is an inclusive organization and we accept candidates who are new to the Yukon or seasonally working. BGCY cannot provide transportation or housing support.

APPLICATION PROCESS

We wish to thank all applicants for their interest and effort in applying for this position.

Only candidates selected for interviews will be contacted.

Please send a CV and cover letter to the BGCY Administration office at: od@bgcyukon.com